

December 23, 2019 - December 29, 2019

December 2019						
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January 2020						
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Monday, December 23

- ☐ 9:00am - 10:30am C4MH Finance Meeting - Jane (C4MH Building) - Weber, Jane
- ☐ 10:30am - 12:30pm Center for Mental Health Meeting - Jane (C4MH) - Weber, Jane
- ☐ 4:00pm - 5:30pm NHA Board Meeting - Jane (Civic Center) - Weber, Jane

Tuesday, December 24

- ☐ 9:30am - 10:30am Commission Meeting - All (Commission Chambers) - Fogerty, Bonnie
- ☐ 12:00pm - 12:30pm Copy: NACo RAC Conference Call (Dial-In: 1-888-757-2790 (Code: 299194)) - Austin Igleheart
- ☐ 4:30pm - 5:30pm Library Board Meeting - Jane (GF Library) - Weber, Jane

Wednesday, December 25

- ☐ Christmas Day (County Offices Closed) - Fogerty, Bonnie
- ☐ 7:00am - 9:00am Chamber of Commerce board of Directors meeting - Joe (Chamber office) - Briggs, Joe
- ☐ 12:00pm - 1:30pm Gateway Board of Directors Meeting - Jane (Gateway Office) - Fogerty, Bonnie
- ☐ 12:30pm - 1:30pm ExpoPark Advisory Board Meeting - Joe (ExpoPark Paddock Club) - Fogerty, Bonnie

Thursday, December 26

Friday, December 27

- ☐ 12:00pm - 1:30pm NACo Executive Committee Conference call - Joe - Briggs, Joe

Saturday, December 28



Sunday, December 29

December 30, 2019 - January 5, 2020


December 2019						
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January 2020						
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Monday, December 30

- ☒ 12:00pm - 1:00pm Conference Call with Ellen Seivert - Jane (Tax Appeal Room #116) - Baker, Kyler 
- ☒ 1:30pm - 2:30pm Expo Park Updates with Susan Shannon - All (Commission Chambers) - Baker, Kyler 



Tuesday, December 31

- ☒ 3:30pm - 4:30pm DUI Taskforce Meeting - Jim (Gret Falls Pre-Release Center) - Fogerty, Bonnie 

Wednesday, January 1

- ☐ New Year's Day, County Offices Closed - Fogerty, Bonnie
- ☒ 7:00am - 8:30am Central MT Radio - Jane (Rainbow Hotel) 
- ☒ 11:30am - 1:30pm Board of Health Meeting - Jane (CCHD) - Weber, Jane 
- ☒ 3:00pm - 4:30pm TAG Meeting - Jane (Black Eagle Community Center) - Weber, Jane 

Thursday, January 2

- ☒ 8:00am - 10:00am GFDA Board Meeting - Jane (Heritage Hall) - Weber, Jane 
- ☒ 8:00am - 10:00am GFDA Board Meeting - Joe (GF College - Heriatge Hall) - Briggs, Joe 
- ☒ 10:30am - 11:30am DES Updates with Ron Scott - All (Commission Chambers) - Fogerty, Bonnie

Friday, January 3

- ☐ OOO - Jane - Weber, Jane

Saturday, January 4

Sunday, January 5

TREASURER'S MONTHLY REPORT-BANK BALANCES, INVESTMENTS, REVENUES AND DISBURSEMENTS**November 30, 2019****BANK BALANCES:****STATEMENTS**

US BANK MASTER ACCOUNT

\$ 47,650,477.34

TOTAL

\$47,650,477.34**INVESTMENTS:**MT Board of Investments - Short Term
Investment Pool (STIP)

\$31,610,859.25

TOTAL

\$31,610,859.25**GRAND TOTAL**\$79,261,336.59**OTHER BANK BALANCES:****STATEMENTS**

CLERK OF COURT RESTITUTION

\$ 13,626.11

SHERIFF'S COMMISSARY

\$ 24,226.37

SHERIFF'S CIVIL

\$ 10,249.26

SHERIFF'S EVIDENCE

\$ 49,521.93

JUSTICE COURT OLD TRUST

\$ 1,358.59

JUSTICE COURT NEW TRUST

\$ 81,771.20

TOTAL

\$ 180,753.46**RECEIPTS:**

MOTOR VEHICLE

\$ 839,486.56

PROPERTY TAX

\$ 61,345,487.35

REVENUE RECEIPTS

\$ 2,608,113.55

TOTAL

\$64,793,087.46**DISBURSEMENTS: Made in the current month.**

MONTANA MOTOR VEHICLE DIVISION

\$ 577,927.85

MONTANA DEPT. OF REVENUE

\$ 8,087,072.16

CITY OF GREAT FALLS

\$ 13,711,335.12

GREAT FALLS PUBLIC SCHOOLS

\$ 18,627,341.16

MISC. REMITTANCES

\$ 1,223,917.91

TOTAL

\$ 42,227,594.20

CASCADE COUNTY SPECIAL COMMISSION MEETING

November 21, 2019

COMMISSION CHAMBERS

FAMILY LIVING CENTER MT EXPO PARK

5:30 PM

**Commission
Journal #59**

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of the meeting to reflect all the proceeding of the Board. MCA 7-2-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. This written record is in draft form until officially approved on December 24, 2019.

Cascade County Commission: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Present: Carey Ann Haight and Charity Yonker – Deputy County Attorney's, Sandor Hopkins – Interim Planning Director, Anna Ehnes – Planner, Bonnie Fogerty – Commission Office and Kyler Baker – Deputy Clerk and Recorder

Public: Carolyn K. Craven, Kathleen McMahon, Nate Kluz, Ron D Scott, Luanne Scott, Lou Udall, A. Hisham, Madella Dale, Laura Revenscroft, Greg Dammen, Gloria Burrows, Matt Gressman, Fabiola Hanser, Marie Berts, Justin Berts, Angie Poupa, Tony Poupa, Kathy Dammen, Nancy Rossmiller, Dana Rossmiller, Jim Wobia, Fred F. Burrows, Lindsey Nichols, Karen Carlson, Bill Rogers, Marilyn Rogers, Susan Colin, Sue Eleen, David Saslav, Shannon Guilfoyle, Brian Nelson, Carol Peretti, June Buckle, Myrl Nardinger, Laura Hodges, Bonnie Beuning, SueAnn Strickland, Pat Broaden, Cheryl McGee, Linda Gonser, Dale Nelson, LaLonnie Ward, John Casselli, Patricia Shafer, Rick Pepos, Kara Pepos, S. Patton-Griffin, Stephanie G., Joseph Wipf, Kris Lattin-Jackson, Gretchen L. Grubidge, Karen Flater, Margaret Butcher, John Tingey, Kris Oleya, Steve Kind, Ben Wipf, Edward Friesen, Alexis Willaims, Roger Bidwell, Thomas Jackson, Michael Enk, Xavier Jackson, Amber Stensal, Kathy A. Buckles, Tom B. Matthews, Erin Tingey, Sarah Converse, Neal Cleveland, Dale Swanson, Marilyn Kind, Brett Doney, Monte Thompson, Quenby Klippenes, Sherry Lynn Dow, Erin Tropila, Jim and Conni Gray, Deborah Jenkins, David Wipf, Marie May, Kerri Ann Fraser, Eileen Hyndman, Jaybe Floyd, Cheryl Chaon, Tom and Katie Kotynski, Michael Jenkins, Peter Johnson, Anthony May, Jo Walden, Michael Vetere, Richard Grengovich, Linda Redding, Ray Redding, Glen Coulter, Leanna Coulter, Richard and Paula Roof, Terry Thompson, Jim Thayer, Michelle Patterson, Brian McKinney, Mary Beth Ewen, Robert Sivertsen, Ivalee Robertson, Maureen Nardinger, Janet Halko, David P. Wipf, Larry Anderson, Linda Metzger, Carol Robinson, Joe Murphy, Cleve Loney, Corrine Cindhorst, Richard L. Hopkins, Sharon Puefry, Pennie Vihinen, Ron Vihinen, Mary Moe, Dan Huestis, Jenn Rowell and Karl Puckett.

Chairman Briggs called the meeting to order at 5:30 p.m.

Charity Yonker, Deputy County Attorney, reads background. **01:23 – 06:51**

(See Exhibit A for all conditions being read below)

(See Exhibit B for the Applicants original application)

SUP CONDITION #2 07:33

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. **07:33 – 14:21**

Commissioner Jane Weber reads the *Findings and Conclusions*. **14:21 – 23:32**

Commissioner Jane Weber made a **MOTION** that after consideration of the entire record for SUP #006-2019 concerning only Condition #2, **AFFIRM**, the ZBOA correctly determined that a mitigating condition is reasonable necessary to prevent possible adverse effects on groundwater and existing water wells; but **MODIFY** Condition #2, as it is unreasonable as written, as follows:

The Applicant shall comply with and obtain all necessary approvals from the Montana Department of Natural Resources and Conservation concerning the development and use of the water resources to be utilized by the proposed development. 23:41

Commissioner Larson commented that he would have liked to of had the chance to comment before a motion was proposed. Larson also stated that he was concerned about the amount of water that will be pulled from the wells without any form of monitoring. **24:38**

Chairman Joe Briggs commented that he was concerned that the condition imposed by the ZBOA is not legal because it is beyond the scope of Cascade County Government. **31:07**

Motion carries 2 to 1 33:47 (For: Briggs and Weber) (Against: Larson)

SUP CONDITION #3 34:08

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. **34:08 – 40:09**

Commissioner James Larson reads the *Findings and Conclusions*. **41:30 – 44:29**

Chairman Joe Briggs comments about two issues with this condition. **44:29 -44:42**

Commissioner Jane Weber made a **MOTION** that after consideration of the entire record for SUP #006-2019 concerning only Conditions #3, **AFFIRM**, that a mitigating condition is reasonable necessary to protect the public, community, and/or private water supplies, including possible adverse effects on surface water and/or groundwater from materially endangering the public's health and safety; but **MODIFY** Condition #3, as it is unreasonable as written, to read as follows:

The Applicant obtains approval from the City-County Health Department ("CCHD") and Montana Department of Environmental Quality ("MDEQ") for a new public water supply/wastewater system. The Board requests the MDEQ consider requirements for the wastewater ponds to be lined. In the event, MDEQ requires periodic monitoring reports of either the public water supply or wastewater system, the Applicant is required to provide a copy of any such report(s) to the CCHD Environmental Health Division within 10 days of submitting to MDEQ. 45:58

Motion carries 3-0 47:33

SUP CONDITION #7 47:55

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. 47:58 – 56:38

Commissioner Jane Weber reads the *Findings and Conclusions*. 56:41 – 57:45

Commissioner Jane Weber commented about the operating hours of 7 am to 7 pm and says that the applicant did not provide enough information on the application. 57:46

Commissioner James Larson says he agrees there is not enough information from the applicant. 58:49

Commissioner Joe Briggs states that a removal of hours of operations has happened at another business and it has not gone well. Also asks what does “operation” mean – actual cheese production, aging of cheese, and digestion of waste material. 59:09 – 1:00:23

Commissioner Jane Weber states that deliveries to and from the plant could happen outside of the operating hours of 7:00 am to 7:00 pm. 1:01:04

Commissioner Jane Weber made a **MOTION** that the Commission **REMAND** Condition #7 back to the ZBOA to develop the record concerning (1) why an operating time limitation is necessary; and (2) what makes a limitation from 7 am to 7 pm reasonable.

Motion carries 2-1 1:02:28 (For: Larson and Weber) (Against: Briggs)

SUP CONDITION #8 1:05:40

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. 1:05:40 – 1:07:47

Commissioner James Larson reads the *Findings and Conclusions*. 1:07:53 – 1:09:15

Commissioner Jane Weber states that the concern about the odor from the plant is a large concern from the public. 1:09:20

Commissioner James Larson states he was not sure of the ZBOA’s intent and that it is not feasible for the plant to be completely indoors. 1:10:16

Commissioner Briggs states he concurs with Commissioner Weber that the condition is valid but should be modified. 1:11:07

Commissioner Jane Weber made a **MOTION** to **AFFIRM** in part, the ZBOA’s decision that a mitigating condition is reasonably necessary to harmonize the proposed development with that of surrounding land uses and development and to resolve potential conflicts concerning odor; but **MODIFY** in part Condition #8 as it was unreasonable as written. Therefore, we modify condition #8 to read:

The Applicant shall install a filtered exhaust system inside the cheese processing facility for the purpose of reducing odors released into the outside air. Additionally, any outdoor activities must be compliant with activities allowed in the Agricultural District without the issuance of a special use permit. 1:12:07

Motion carries 3-0 1:13:34

SUP CONDITION #12 1:13:42

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. 1:13:45 – 1:17:09

Commissioner James Larson reads the *Findings and Conclusions*. 1:17:23 – 1:19:09

Commissioner James Larson questions the legality of giving an easement to oneself. 1:20:09

Commissioner Jane Weber states she read and understood it differently stating she thought it required the applicant to get an easement from the highway to their facility. 1:20:44

Commissioner Jane Weber also stated that on the map it shows Madison Food Park owns all the land up to the highway making it unnecessary to acquire an easement from themselves. **1:20:50**

Commissioner James Larson says that the easement would be granted from Madison Food Park to the Public. **1:22:36**

Commissioner Joe Briggs states that Commissioner Larson brought up an interesting point but also says that he thinks it is not appropriate for the ZBOA to require the easement also stating he is still in favor of reversing the condition. **1:22:58**

Commissioner James Larson asks Charity Yonker if the ZBOA's action is legal? **1:24:26**

Charity Yonker, Deputy County Attorney, responds. **1:24:35 – 1:25:32**

Commissioner Jane Weber made a **MOTION** to **REVERSE** the ZBOA's decision to impose Condition #12 on the grounds that an easement is unnecessary to obtain legal access to the proposed development and is unreasonable since it is impossible for the Applicant to satisfy. **1:26:01**

Motion carries 2-1 1:26:29 (For: Briggs and Weber) (Against: Larson)

SUP CONDITION #14 1:26:42

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. **1:26:45 – 1:31:10**

Commissioner Jane Weber reads the *Findings and Conclusions*. **1:31:12 – 1:33:10**

Commissioner Joe Briggs states he doesn't see how the ZBOA can apply the condition that removes the underlying rights. **1:33:38**

Commissioner Jane Weber made a **MOTION** to **REVERSE** Condition #14 on the grounds that it is an unreasonable condition to impose when having livestock and dairy cows on property located in the Agricultural District is an allowed use of the land. **1:35:31**

Motion carries 3-0 1:35:57

SUP CONDITION #15 1:36:06

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. **1:38:37 – 1:40:00**

Commissioner James Larson reads *Findings and Conclusions*. **1:40:26 – 1:41:30**

Commissioner Jane Weber states that emergency response vehicles are made to go off road. **1:41:38**

Commissioner James Larson made a **MOTION** to **REVERSE** Condition #15 as not reasonably necessary to ensure an adequate provision of emergency services or that dust control measures are reasonable necessary to prevent materially endangering the public's health and safety. **1:44:11**

Motion carries 3-0 1:45:40

SUP CONDITION #16 1:45:55

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. **1:46:06 – 1:47:41**

Commissioner James Larson reads *Findings and Conclusions*. **1:48:15 – 1:49:00**

Commissioner Jane Weber stated that subdivision regulations are not part of the zoning requirements and are above and beyond the ZBOA, although they had the best intentions. **1:49:26**

Commissioner Jane Weber made a **MOTION** to **REVERSE** Condition #16 as not reasonably necessary to prevent materially endangering the public safety. **1:49:39**

Motion carries 3-0 1:49:56

SUP CONDITION #17 1:50:02

Charity Yonker, Deputy County Attorney, reads *Facts Presented*. **1:50:07 – 1:54:15**

Commissioner Jane Weber reads *Findings and Conclusions*. **1:54:25 – 1:57:00**

Commissioner Jane Weber states the way the ZBOA stated the condition is not totally clear. **1:57:07**

Commissioner James Larson states he thinks this condition should be modified as well. **1:57:35**

Commissioner Joe Briggs says he also agrees, and that building code governs the inside fire suppression inside a building. **1:58:41**

Commissioner Jane Weber made a **MOTION** to **AFFIRM** in part, the ZBOA's decision that an adequate fire suppression system is needed to ensure the public health and safety is not materially endangered; but **MODIFY** Condition #17 as it is unreasonable as written as it implies only a fire cistern can be installed to provide adequate fire protection. Therefore, we take the following action:

Applicant shall install an onsite fire suppression system meeting Montana State Building Code requirements and obtain a letter from the Sand Coulee Volunteer Fire Department stating their belief that the onsite fire suppression system is adequate to ensure fire protection for the subject parcel. 1:59:41

Motion carries 3-0 2:00:40

Commissioner James Larson made a **MOTION** that the Cascade County Commission adopt all the amended conditions that were presented here tonight. **2:01:17**

Motion carries 3-0 2:01:37

Public comment on any public matter that is not on the meeting agenda and that is within the Commissioners' jurisdiction.

Fred Burrows, 111 Pife Road, comments from the podium. **2:07:52**

Kathleen McMahon, 151 Wedgewood Lane, Whitefish, MT, comments from the podium. **2:08:33**

Adjournment: Chairman Briggs adjourned this special meeting at 7:42 p.m.

CASCADE COUNTY COMMISSION MEETING
December 10, 2019
COMMISSION CHAMBERS
COURTHOUSE ANNEX, ROOM 111
9:30 A.M.

Commission
Journal #59

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). Timestamps are indicated below, in **red**, and will direct you to the precise location should you wish to review a specific agenda item audio segment. These are in draft form until officially approved on December 24, 2019.

Commission: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Staff: Rina Fontana Moore – Clerk and Recorder, Carey Ann Haight – Deputy County Attorney, Lynn Deroche – Elections Administrator, Mary Embleton – Budget Officer, Sean Higginbotham – IT Director, Sandy Johnson – Sanitarian, Rhonda Knudsen – Sanitarian, Albert Grobe – Environmental Health Department Head, Trisha Gardner – Public Health Officer, Bonnie Fogerty – Commission Office, Marie Johnson and Kyler Baker – Deputy Clerk and Recorder's

Public: Jenn Rowell - Media

Call to Order: Chairman Briggs called the meeting to order.

Reading of the Commissioners' calendar: Bonnie Fogerty read the calendar. **00:17**

Purchase orders and accounts payable checks: *See agenda for payment information.* Commissioner Larson made a **MOTION** to approve purchase orders and accounts payable warrants. **Motion carries 3-0 03:52**

Consent agenda: Routine day-to-day items that require Commission action. Any Commissioner may pull items from the Consent Agenda for separate discussion/vote.

Approval of the Minutes and Consent Agenda Items: Commissioner Weber made a **MOTION** to (A) Approve minute entries (November 26, 2019; December 04, 2019) **04:10** (B) Approval of Routine Contracts as Follows:

Consent Agenda

Contract 19-180: 360 Office Solutions Equipment Maintenance Agreement for equipment maintenance on Kyocera printers in the Evidence and Detective areas. Effective: November 15, 2019 - November 15, 2020. Monthly Cost: \$40.00 for both printers. **04:21**

Contract 19-184: Montana Department of Commerce CDBG Program Amendment #MT-CDBG-13HR-01C. Project: South Winds Water & Sewer District. Effective Date extended to: March 31, 2021. (Ref: Contract 18-211, R0365566, Contract 17-79, R0345969, Contract 16-29, R0318983) **04:42**

City-County Health Department

Contract 19-181: Voluntary National Retail Food Regulatory Program Standards Grant Program. Project: Verification Audits of Standard 3 & Standard 7. Grant #: G-SP-1909-07685 Effective: January 1, 2020 - December 31, 2020. Total Award: \$3,000.00 **05:19**

Contract 19-182: Voluntary National Retail Food Regulatory Program Standards Grant Program. Project: Moderate Project Plan. Grant #: G-MP-1909-07686 Effective: January 1, 2020 - December 31, 2020. Total Award: \$12,939.77. **05:46**

Contract 19-183: Voluntary National Retail Food Regulatory Program Standards Grant Program. Project: FDA Standards Training 2020. Grant #: G-T-1909-07683 Effective: January 1, 2020 - December 31, 2020. Total Award: \$3,000.00. **06:14**

Contract 19-185: Service Agreement with Stericycle for biohazardous regulated medical waste disposal. Effective: December 1, 2019 - November 30, 2024. Cost: \$179.91/monthly. **06:73 (ITEM PULLED NOT READY FOR OFFICIAL ACTION)**
Motion Carries 3-0 07:47

AGENDA ITEM #1 07:52 (See Exhibit A)

Motion to Approve or Disapprove:

Resolution 19-73: A resolution consolidating rural polling places in Cascade County. Polling for Precinct 19B1 & 19C, Centerville School and Precinct 19A3, Ulm School to move to the Exhibition Hall at Montana ExpoPark, 400 3rd Street NW, Great Falls, MT 59404. Rina Fontana Moore, Clerk and Recorder, elaborates. **08:20**

Chairman Briggs asked if Centerville and Ulm were the last two schools that were being utilized for voting. Rina Moore commented "yes." **11:30**

Commissioner Larson asked when the change would go into effect. Rina Moore stated that it would happen immediately. **12:36**

Rina Fontana Moore also commented that the Elections Office will run ads in the paper, send out a mailer two times before the June Primary and post signs at the old polling places. **12:51**

Commissioner Larson made a **MOTION** to approve Resolution #19-73 and allow the Cascade County Clerk & Recorder/Election Administrator consolidate the Ulm and Centerville Schools to Exhibition Hall. **15:37**

Motion carries 3-0 15:58

AGENDA ITEM #2 16:02

Motion to Approve or Disapprove:

Contract 19-186: Big Sky Billing and Office Management Inc. Billing Services Agreement. Effective: November 18, 2019 - November 17, 2020.

Trisha Gardner, Public Health Officer, elaborates. **16:25**

Chairman Briggs asked how many providers. Trisha Gardner responded "one." **17:29**

Commissioner Weber asked if the \$2.00 per transaction was just for claims being processed prior to October 31st, 2019. Trisha Gardner responded yes, that was correct. **17:45**

Commissioner Weber made a **MOTION** to approve Contract #19-186: Big Sky Billing and Office Management Inc. – Billing Services Agreement. **18:58**

Motion carries 3-0 19:20

Public Participation in decisions of the Board and allowance of public comment on matters the Commission has jurisdiction, on items not covered by today's agenda. (MCA 2-3-103)

Public Comment: No members of the public commented. 19:29

Commissioner Larson asks Sandy Johnson to introduce the new Environmental Services Manager: Albert Grobe. **19:44**

Chairman Briggs also stated that Trisha Gardner is the new Public Health Officer and has worked for the County for 10 years. **20:12**

Adjournment: Chairman Briggs adjourned this Commission Meeting at **09:51 a.m.**

**CASCADE COUNTY SPECIAL COMMISSION MEETING WITH EXPO PARK
ADVISORY BOARD**

December 17, 2019

**COMMISSION CHAMBERS
COURTHOUSE ANNEX, ROOM #111
3:00 PM**

**Commission
Journal #59**

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Cascade County Commission: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Present: Kyler Baker – Deputy Clerk and Recorder

Expo Park Advisory Board: Leanne Hall, Kelly Audet, Dan Miller, Cory Thompson, Ken Thompson and Shane Neuman

Public: None

Chairman Briggs called the meeting to order at 3:00 p.m.

Discussion ensued between the Expo Park Advisory Board and the County Commissioners. Full audio transcript is available.

In closing Expo Park Advisory Board and the County Commission agreed that the Expo Park Board will report directly to the County Commission on a quarterly basis. Expo Park Board will be taking their own minutes and will meet without Expo Park staff.

Public comment on any public matter that is not on the meeting agenda and that is within the Commissioners' jurisdiction. None

Adjournment: Chairman Briggs adjourned this special meeting at 4:49 p.m.

CASCADE COUNTY WORK SESSION MINUTES

COMMISSION CHAMBERS COURTHOUSE ANNEX

December 18, 2019 – 2:00 P.M.

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). **Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment.** This written record is in draft form until officially approved on December 24, 2019.

**COMMISSION
MINUTES
JOURNAL # 59**

Board of Cascade County Commissioners: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Staff Present: Anna Ehnes – Planner, Sandor Hopkins – Interim Planning Director, Cory Reeves – Undersheriff, Les Payne – Interim Public Works Director, Josh Blystone – Weed and Mosquito, Mary Embleton – Budget Officer, Sean Higginbotham – IT Director, Trisha Gardner – Public Health Officer, Susan Shannon – Expo Park Director, Ron Scott – DES, Kim Theil-Schaaf – Aging Services Director, Lieutenant Steve Grubb, Captain Keith Kaulalau

Public Members Present: Jenn Rowell

Commissioner Larson opened the work session meeting at 2:00 pm

Treasurer's Report

Consent Agenda Items:

Department:

Resolution 19-74: Budget Appropriation increasing funds for the Alcohol Rehabilitation Fund #2800 Total Increase: \$8,204.00

Budget/Grants
03:39

Contract 19-187: DUI Services Agreement between Cascade County DUI Task Force and MT Department of Corrections Community Correction Division Probation and Parole. Effective: July 1, 2019 – June 30, 2020 County Cost: \$6,000

DUI Task Force
06:12

Contract 19-188: The Hampton-Collins Memorial Foundation has given a grant donation to Cascade County Aging Services to be divided between Meals on Wheels and the Home Attendant Program. Total Grant Amount: \$20,815.00

Aging
09:24

Contract 19-189: Amendment #2 to Trinity Food Services Agreement. Purpose: Expand existing inmate food service program and allow for orders to be taken and paid for via the internet. Effective: January 3, 2013 – December 18, 2022

Sheriff
11:38

Contract 19-190: Cooperative Agreement and Noxious Weed Management Plan between Cascade County Weed Management District and the City of Great Falls. *(No Cost to the County)*

Weed & Mosquito
13:58

Contract 19-191: Award bid for Executive Plaza Sidewalk Repairs to Dick Olson Construction Inc. Total Project Cost: \$3,000.00

Public Works
15:22

Contract 19-192: Cascade County Noxious Weed Management Plan (Biennial Update)

Weed & Mosquito
16:45

Contract 19-193: Agreement between Cascade County and Montana Pro Rodeo Circuit Finals. Dates: January 10 – 12, 2020; January 15 – 17, 2021; January 14 – 16, 2022.

Expo Park
17:32

Contract 19-195: Revised DUI Task Force Bylaws.

DUI Task Force **18:36**

Contract 19-196: Memorandum of Understanding with Voices of Hope and Cascade County. Effective: Date of Signing until terminated by either party. *(No Cost to the County)*

Sheriff
20:06

Contract 19-197: Memorandum of Understanding with Victim Witness Assistance Services, Inc. and Cascade County. Effective: Date of signing until terminated by either party. *(No Cost to the County)*

Sheriff
21:50

City-County Health Department

Contract 19-185: Service Agreement with Stericycle for biohazardous regulated medical waste disposal. Effective: December 1, 2019 – November 30, 2020. Cost: \$179.91/monthly

CCHD
23:38

Contract 19-194: Amendment #2 to Contract #18-07-4-51-0003-0 HIV Prevention Services increasing funding and extension of contract term. Purpose: Delivery of HIV

CCHD

CASCADE COUNTY WORK SESSION MINUTES
COMMISSION CHAMBERS COURTHOUSE ANNEX
December 18, 2019 – 2:00 P.M.

Prevention Services for persons at risk for HIV infection. Effective: January 1, 2020 – December 31, 2020 Amount: \$109,920.00 Additional: \$36,640.00 (No County Match) (Renewal)	25:20
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25:20

AGENDA ITEM #1 27:44

Board Appointment

Planning Board

Applicant(s): Vacancy: (3) Term Expiration: 12/31/2021
Dexter Busby, Dan Johnstone, Bruce Moore, Phil Nappo

AGENDA ITEM #2 29:58

Board Appointment

Zoning Board of Adjustments

Applicant(s): Charles Kuether, Michele Levine, Richard Liebert, Bruce Moore, Phil Nappo
Vacancy: (2)
Term Expiration: 12/31/2021

AGENDA ITEM #3 31:51

Preliminary Plat Approval

Preliminary Subdivision Plat of the AB Frontage Commercial, minor subdivision
Located in Section 27, Township 21 North, Range 3 East.

Initiated by: Allan Birky, Frontage Properties, LLC

AGENDA ITEM #4 33:33

Preliminary Plat Approval

Preliminary Plat of an Amended Plat of Lot 5, Thornton Minor, subsequent minor subdivision
Located in Section 31, Township 20 North, Range 3 East.

Initiated by: Kenneth & Karen Thornton

AGENDA ITEM #5 40:21

Contract 19-198: Medical Professional Service Agreement between Cascade County and Gladys Young, MD. Dr. Gladys Young will be serving as the Cascade County Medical Director. Compensation: \$1,000/per quarter. Effective: January 1, 2020 – January 1, 2021

Added Item(s):

Contract 19-199: Fencing at Vaugh Dump Site (Public Works) 46:42

Contract 19-200: Office Ally: Business Associate Agreement, Electronic Health Record & PracticeMate (CCHD)
49:25

Contract 19-201: Agreement with Heartland Payment Systems (IT) 51:34

Contract 19-202: Agreement with Johnson Controls for Adult Detention Center AMAG Server (IT) 56:31

Contract 19-203: Agreement with Corvinus for replacement of speaker system at Adult Detention Center (Sheriff)
1:06:24

Contract 19-204: Interlocal Agreement between Department of Justice, City of Great Falls & Cascade County for 911 Operations (DES) **1:07:30**

Adjournment: Commissioner Larson closed the work session meeting at 3:15 p.m.

**Chairman Briggs entered late – he was attending an Expo Park Advisory Meeting*

December 24, 2019

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: **DUI Task Force Board Appointment**

PRESENTED BY: **Commission**

DUI Task Force Board Appointment

<u>Applicant(s)</u>	<u>Vacancy (2)</u>	<u>Term Expiration</u>
Darren Brown	_____	June 30, 2021 (Requesting re-appointment)
Jade F. Wyman	_____	June 30, 2020 (Fill seat vacated by Ron Yates)

December 24, 2019

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Senior Advisory Council Appointment

PRESENTED BY: Commission

Senior Advisory Council Appointment

<u>Applicant(s)</u>	<u>Vacancy (10)</u>	<u>Term Expiration</u>
Phil Nappo	_____	April 30, 2021

Category: Community Member 55 years or older

December 24, 2019

Resolution #19-74

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Budget Appropriations increasing funds for the Alcohol Rehabilitation Fund #2800

INITIATED AND PRESENTED BY: Mary K. Embleton, Budget Officer

ACTION REQUESTED: Approval of Resolution #19-74

BACKGROUND:

The purpose of this resolution is to amend the budget for the Alcohol Rehabilitation Fund #2800 by \$8,204 in both revenues and expenditures. The State of Montana issues a payment in December that varies from year to year as it is the balance of the funding collected from liquor taxes from the previous fiscal year. This year's payment was estimated at \$35,000 for the budget. However, the recently received payment from the state was \$43,204. Since this funding comes from the State to the County, and then the County passes it along to Gateway Community Services, a budget amendment resolution is needed to increase the overall funding by \$8,204 in both revenues and expenditures in order to fully receive and expend the Alcohol Rehabilitation funding.

RECOMMENDATION: Approval of Resolution #19-74.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Resolution #19-74 increasing the appropriation in Fund #2800 Alcohol Rehabilitation by \$8,204 in both revenues and expenditures in order to recognize the unanticipated increase in the State of Montana's FY2019 Final payment allocation of said funds.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Resolution #19-74 increasing the appropriation in Fund #2800 Alcohol Rehabilitation by \$8,204 in both revenues and expenditures in order to recognize the unanticipated increase in the State of Montana's FY2019 Final payment allocation of said funds.

Contract #19-188

<u>ITEM:</u>	Acceptance of Hampton Collins Foundation Funds Aging Services Meals on Wheels & Homemaker
<u>ACTION REQUESTED:</u>	Approve Contract #19-188
<u>PRESENTED BY:</u>	Kim Thiel-Schaaf, Aging Services Director

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commissioners **DISAPPROVE** Contract #19-188, Acceptance of \$20,815 from Hampton Collins Memorial Foundation to support operations of Aging Services in the Meals on Wheels and Homemaker Programs.

December 24, 2019

Contract #19-189

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Amendment #2 to Trinity Food Services Agreement

INITIATED & PRESENTED BY: Capt. Keith Kaululaau
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-189

BACKGROUND:

Second Amendment to Food Service Agreement with Trinity Services Group, Inc. to expand the existing inmate food service program to include a meal take out program to allow for orders to be taken and paid for via the Internet.

TERM: December 18, 2022

AMOUNT: \$0 for the amendment

RECOMMENDATION: Approval of Contract #19-189

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-189, Amendment #2 to Trinity Food Service Agreement and the CCSO.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-189, Amendment #2 to Trinity Food Service Agreement and the CCSO.

December 24, 2019

Contract #19-190

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Cooperative Agreement
and Noxious Weed Management Plan
between the City of Great Falls and
the Cascade County Weed Management District

INITIATED AND PRESENTED BY: Joshua Blystone, Weed & Mosquito Division

ACTION REQUESTED: Approval of Contract 19-190

BACKGROUND:

The purpose of this agreement is to outline the mutual responsibilities for management and control of noxious weeds on City owned and/or administered lands within the bounds of the District.

RECOMMENDATION: Approval of Contract 19-190.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission APPROVE Contract #19-190, agreement outlining the mutual responsibilities for management and control of noxious weeds on City owned and/or administered lands within the bounds of the District.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission DISAPPROVE Contract #19-190, agreement outlining the mutual responsibilities for management and control of noxious weeds on City owned and/or administered lands within the bounds of the District.

December 24, 2019

#19-191

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Executive Plaza Sidewalk Repair

INITIATED BY: Cascade County Public Works Department

ACTION REQUESTED: Approval of Contract #19-191

PRESENTED BY: Les Payne, Interim Public Works Deputy Director

SYNOPSIS:

The Cascade County Public Works Department, went out for quotes to repair the damaged sidewalk, located at the Executive Plaza, at 121 4th Street N. Due to the short notice, and winter time of the year, we only had one contractor, that was able to take on this small project, on such short notice, this being Dick Olson Construction Inc, of Great Falls, MT, for a total cost of \$3000.00.

RECOMMENDATION:

Approval of Contract #19-191

TWO MOTIONS PROVIDED FOR CONSIDERATION

MOTION TO APPROVE:

Mr. Chair, I move the Cascade County Commission **APPROVE** Contract #19-191: bid proposal from Dick Olson Construction Inc, to repair the sidewalk, located at Executive Plaza, for a total project cost of \$3,000.00, and instruct staff to complete the process.

MOTION TO DISAPPROVE:

Mr. Chair, I move the Cascade County Commission **DISAPPROVE** Contract #19-191: bid proposal from Dick Olson Construction Inc, to repair the sidewalk, located at Executive Plaza, for a total project cost of \$3,000.00.

December 24, 2019

Contract #19-192

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM:

**Cascade County Noxious
Weed Management Plan
(Biennial Update)**

INITIATED & PRESENTED BY:

Joshua Blystone, Weed & Mosquito Division

ACTION REQUESTED:

Approval of Contract 19-192

BACKGROUND:

This is the biennial update of the Cascade County Noxious Weed Management Plan as required by the Montana Department of Agriculture.

RECOMMENDATION: Approval of Contract 19-192.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chairman, I move that the Commission approve Contract #19-192, Cascade County Noxious Weed Management Plan.

MOTION TO DISAPPROVE:

Mr. Chairman, I move that the Commission disapprove Contract #19-192, Cascade County Noxious Weed Management Plan.

December 24, 2019

Contract #19-193

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Agreement between Cascade County and Montana Pro Rodeo Circuit Finals

INITIATED AND PRESENTED BY: Susan Shannon, Director of Montana ExpoPark

ACTION REQUESTED: Approval of Contract #19-193

BACKGROUND:

The Montana Pro Rodeo Circuit Agreement expired at the conclusion of the 2019 Montana Pro Rodeo Circuit Finals on January 13, 2019. Montana Pro Rodeo Circuit Finals is exercising their option to renew the Agreement with the same terms and conditions for Montana PRCA Circuit Finals January 2020, January 2021, and January 22, 2022. Contact information is updated for the renewal agreement to reflect the current Montana Pro Rodeo Circuit Finals contacts. It is agreed upon by both parties that the Agreement, including Attachment A, is satisfactory for Cascade County and the Montana Pro Rodeo Circuit. Montana Pro Rodeo Circuit Finals is entering its 41st year at Montana ExpoPark. It is a hallmark event at Montana ExpoPark. It attracts in excess of 12,000 guests to Montana ExpoPark over the three-day event. The partnership between the Montana Pro Rodeo Circuit and Cascade County is long standing and complimentary.

RECOMMENDATION: Approval of Contract #19-193

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move the Cascade County Commission **APPROVE** Contract 19-193, agreement between Cascade County and the Montana Pro Rodeo Circuit.

MOTION TO DISAPPROVE:

Mr. Chair, I move the Cascade County Commission **DISAPPROVE** Contract 19-193, agreement between Cascade County and the Montana Pro Rodeo Circuit.

December 24, 2019

Contract #19-195

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Cascade County DUI Task Force By-Laws (revised)

PRESENTED BY: Joseph Williams, DUI Task Force Coordinator

SYNOPSIS:

The Cascade County DUI Task Force is requesting to amend the current bylaws to include a new voting agency, one designated representative from the Alliance for Youth/Substance Abuse Prevention Alliance program. The DUI Task Force hopes this change will advance our efforts with the community members in cascade county, especially with the youth. This request was authorized by the DUI Task Force on March 26th 2019.

TWO MOTIONS PROVIDED FOR CONSIDERATION

MOTION TO APPROVE:

Mr. Chair, I move the Cascade County Commission approve Contract #19-195, revising the Cascade County DUI Task Force By-Laws.

MOTION TO DISAPPROVE:

Mr. Chair, I move the Cascade County Commission deny Contract #19-195, revising the Cascade County DUI Task Force By-Laws.

December 24, 2019

Contract #19-196

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: MOU with Voice of Hope and the CCDC

INITIATED & PRESENTED BY: Lieutenant Steve Grubb
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-196

BACKGROUND:

The purpose of this MOU is to establish quality services and support by Voices of Hope to inmate victims of sexual assault, sexual harassment and inmates with suicidal ideations. As well as education to inmates and staff on these issues in the Cascade County Regional Adult Detention Center.

TERM: The MOU non-expiring. It may be terminated at any time upon written mutual consent of the agency involved.

AMOUNT: Non-Fund Obligor Document

RECOMMENDATION: Approval of Contract #19-196

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-196, MOU with Voices of Hope and the CCDC.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-196, MOU with Voices of Hope and the CCDC.

December 24, 2019

Contract #19-197

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: MOU with Victim Witness Assistance Services, Inc. and the CCDC

INITIATED & PRESENTED BY: Lieutenant Steve Grubb
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-197

BACKGROUND:

The purpose of this MOU is to establish quality services and support by Victim Witness Assistance Services, Inc. to inmate victims of sexual assault. This MOU provides guidance and documents as an agreement for general support and the sharing of information between the Cascade County Regional Adult Detention Center and sexual assault advocates at Victim Witness.

TERM: The MOU non-expiring. It may be terminated at any time upon written mutual consent of the agency involved.

AMOUNT: Non-Fund Obligating Document

RECOMMENDATION: Approval of Contract #19-197

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-197, MOU with Victim Witness Assistance Services, Inc. and the CCDC.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-197, MOU with Victim Witness Assistance Services, Inc. and the CCDC.

December 24, 2019

Contract 19-199

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Fencing at Vaughn Dump Site

INITIATED BY: Cascade County Public Works Department

ACTION REQUESTED: Approval of Contract #19-199

PRESENTED BY: Les Payne, Interim Public Works Deputy Director

SYNOPSIS:

The Cascade County Public Works Department is looking to replace, and repair, the chain link fence, that surrounds the large trash containers, located at the Vaughn Dump Site. The existing fence is no longer safe for the public, of Cascade County. Due to the short notice, and winter, we only had one contractor, that was able to take on this small project, on such short notice, this being Great Falls Fence, of Great Falls, MT, for a total cost of \$2175.00.

RECOMMENDATION:

After reviewing the quote from Great Falls Fence, staff recommends that the Board of County Commissioners award this contract to Great Falls Fence, located at 705 Vaughn South Frontage Road, Great Falls, MT 59404, for the repair, and replacement of fence, located at the Vaughn Dump Site, for the total price of \$2175.00.

TWO MOTIONS PROVIDED FOR CONSIDERATION

MOTION TO APPROVE:

"Mr. Chairman, I move the Cascade County Commission **APPROVE** Contract #19-199: bid proposal from Great Falls Fence, for the repair, and replacement of fence, located at the Vaughn Dump Site, for a total project cost of \$2175.00, and instruct staff to complete the process."

MOTION TO DISAPPROVE:

"Mr. Chairman, I move the Cascade County Commission **DISAPPROVE** Contract #19-199: bid proposal from Great Falls Fence, for the repair, and replacement of fence, located at the Vaughn Dump Site, for a total project cost of \$2175.00."

December 24, 2019

Contract #19-202

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Cascade County Adult Detention Center AMAG
Server Upgrade

INITIATED AND PRESENTED BY: Sean Higginbotham, IT Director

ACTION REQUESTED: Approval of Contract #19-202

BACKGROUND:

The purpose of this agreement is to define the terms and conditions under which Cascade County and Johnson Controls, Inc. shall operate. Cascade County utilizes the AMAG System at the Cascade County Adult Detention Center for facility controls. The system needs an upgrade in order to be supported on Cascade County's networks. Cascade County is seeking to contract with Johnson Controls to perform this upgrade. The cost to the County shall be \$2,850.00

RECOMMENDATION: Approval of Contract #19-202

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-202 allowing Cascade County to contract with Johnson Controls, Inc. to upgrade the AMAG server.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-202 allowing Cascade County to contract with Johnson Controls, Inc. to upgrade the AMAG server.

December 24, 2019

Contract #19-185

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Stericycle Service Agreement

INITIATED AND PRESENTED BY: Trisha Gardner, Health Officer

ACTION REQUESTED: Approval of Contract #19-185

BACKGROUND:

The purpose of this service agreement is to provide biohazardous regulated medical waste disposal for the Cascade City-County Health Department.

TERM: December 1, 2019 - November 30, 2024

AMOUNT: \$179.91/monthly

RECOMMENDATION: Approval of Contract #19-185

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-185, Stericycle Service Agreement.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-185, Stericycle Service Agreement.

December 24, 2019

Contract #19-194

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: HIV Prevention
Amendment Number Two
To Contract Number 18-07-4-51-003-0

INITIATED AND PRESENTED BY: Trisha Gardner, CCHD Health Officer

ACTION REQUESTED: Approval of Contract #19-194

BACKGROUND:

The purpose of the initial contract is for the delivery of HIV Prevention Services for persons at risk for HIV infection.

The amendment clarifies tracking for distribution of condoms in a specified document system/application, an increase in funding, , updated performance documentation and invoicing timeframes, as well as an extension of contract terms through December 31, 2020.

TERM: January 1, 2020 – December 31, 2020

AMOUNT: \$109,920.00, for the contract period:
\$ 36,640.00 additional (January 1st, 2020 – December 31, 2020)

RECOMMENDATION: Approval of Contract #19-194

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-194, HIV Prevention Amendment Number Two to Contract Number 18-07-4-51-003-0

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-194, HIV Prevention Amendment Number Two to Contract Number 18-07-4-51-003-0

December 24, 2019

Contract #19-200

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Office Ally: Business Associate Agreement (BAA), Electronic Health Record (EHR) 24/7 & PracticeMate

INITIATED AND PRESENTED BY: Trisha Gardner, CCHD Health Officer

ACTION REQUESTED: Approval of Contract #19-200

BACKGROUND:

The purpose of this agreement is to provide the business associate agreement covering the handling, usage, storage, and transmission of HIPAA protected information and an agreement to provide an Electronic Health Record/Practice Management system and to Cascade City-County Health Department Prevention and Family Health Service Divisions.

TERM: Month to Month

AMOUNT: \$29.95/month for EHR 24/7 per NPI/Tax ID number
\$35.00/per month for PracticeMate per NPI/Tax ID number

RECOMMENDATION: Approval of Contract #19-200

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commission **APPROVE** Contract #19-200, Office Ally: BAA, EHR 24/7 & PracticeMate.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-200, Office Ally: BAA, EHR 24/7 & PracticeMate.

December 24, 2019

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Planning Board Appointment

PRESENTED BY: Commission

Planning Board Appointment

<u>Applicant(s)</u>	<u>Vacancy (3)</u>	Term Expiration December 31, 2021
Dexter Busby	_____	Requesting Re-Appointment (Served 2 terms)
Dan Johnstone	_____	Requesting Re-Appointment (Served 2 ½ terms)
Bruce Moore	_____	
Phil Nappo	_____	

December 24, 2019

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Zoning Board of Adjustments Appointment

PRESENTED BY: Commission

Zoning Board of Adjustments Appointment

<u>Applicant(s)</u>	<u>Vacancy (2)</u>	Term Expiration December 31, 2021
Charles Kuether	_____	Requesting Re-Appointment (Served 1 term)
Michele Levine	_____	Requesting Re-Appointment (Appointed June 12, 2019)
Richard Liebert	_____	
Bruce Moore	_____	
Phil Nappo	_____	

December 24, 2019

AGENDA #3

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM	Public Meeting for the Staff Report for Preliminary Subdivision Plat of the AB Frontage Commercial, minor subdivision
INITIATED BY	Allan Birky, Frontage Properties LLC
SUBJECT	Minor Preliminary Plat of AB Frontage Commercial Subdivision, located in Section 27, Township 21 North, Range 2 East
EXISTING ZONING	Commercial
ACTION REQUESTED	Preliminary Plat of AB Frontage Commercial Subdivision, minor subdivision
PURPOSE	To create three (3) commercial lots
SURROUNDING LAND USES:	North: Commercial South: Undeveloped/pasture land East: Residential Subdivision West: Commercial
RECOMMENDATION	Preliminary Plat of AB Frontage Commercial Subdivision, minor subdivision
PRESENTED BY	Anna Ehnes, Planner

December 24, 2019

AGENDA #4

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM	Public Hearing for the Staff Report for Preliminary Plat of An Amended Plat of Lot 5, Thornton Minor, subsequent minor subdivision
INITIATED BY	Kenneth & Karen Thornton
SUBJECT	Subsequent Minor Preliminary Plat, An Amended Subdivision Plat of Lot 5, Thornton Minor, located in Section 31, Township 20 North, Range 3 East
EXISTING ZONING	Suburban Residential 2
ACTION REQUESTED	Preliminary Plat of An Amended Plat of Lot 5, Thornton Minor, subsequent minor subdivision
PURPOSE	To create three (3) residential lots
SURROUNDING LAND USES:	North: Agricultural Land, Thornton Minor Residential Subdivision South: Single Family Residential East: Heavens View North Rim Residential Subdivision, Agricultural Land West: Single Family Residential
RECOMMENDATION	Preliminary Plat of An Amended Plat of Lot 5, Thornton Minor, subsequent minor subdivision
PRESENTED BY	Sandor Hopkins, Planner

December 24, 2019

Agenda #5

Agenda Action Report
prepared for the
Cascade County Commission

ITEM: Medical Professional Service Agreement

INITIATED BY: Cascade County Disaster & Emergency Services

ACTION REQUESTED: Approval of Contract 19-198

PRESENTED BY: Ron Scott, DES Coordinator

SYNOPSIS:

Cascade County DES is signing an agreement to pay Gladys Young \$1000.00/per quarter to serve as our Medical Director.

RECOMMENDATION:

After reviewing the contract documents, staff recommends that the Board of County Commissioners accept the terms and sign the Agreement.

TWO MOTIONS PROVIDED FOR CONSIDERATION

MOTION TO APPROVE:

Mr. Chairman, I move that the Cascade County Commissioners approve Contract #19-198, for the Medical Professional Service Agreement that will assist the DES Office with day to day operations.

MOTION TO DISAPPROVE:

Mr. Chairman, I move that the Cascade County Commissioners disapprove Contract #19-198, for the Medical Professional Service Agreement that will assist the DES Office with day to day operations.

December 24, 2019

Agenda Item #6

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Heartland Payment Systems
INITIATED AND PRESENTED BY: Sean Higginbotham, IT Director
ACTION REQUESTED: Approval of Contract #19-201

BACKGROUND:

The purpose of this agreement is to define the terms and conditions under which Cascade County and Heartland Payment Systems shall operate. Cascade County currently utilizes a variety of Credit/Debit Card Processing solutions. This proposal would allow Cascade County to use Heartland Payment Systems throughout all Departments and Offices. The Heartland Payment System is compatible with all of Cascade County's point of sale systems and would also allow e-commerce (Internet) based payments. The cost to Cascade County shall be based on the transaction type, interchange rates, and transaction fee. The maximum interchange rate per transaction type is currently 3.16% with a maximum transaction fee of \$0.75 cents.

RECOMMENDATION: Approval of Contract #19-201

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-201 allowing Cascade County to contract with Heartland Payment Systems for cashless payment processing.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-201 allowing Cascade County to contract with Heartland Payment Systems for cashless payment processing.

December 24, 2019

Agenda Item #7

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Cascade County Service Contract Facility
Intercom System Upgrade with Corvinus Group,
LLC

INITIATED & PRESENTED BY: Undersheriff Cory Reeves
Capt. Keith Kaululaau
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-203

BACKGROUND:

The CCSO has been in further communication with Corvinus Group with whom Cascade County has an existing contract for replacement of the Central Control Panel at the Cascade County Regional Adult Detention Center. During their inspection of the facility, they noticed that the intercom system in the facility is old and failing and proposed a contract for replacement of the intercom system, which would include removal of the existing intercoms and installation of a total of 280 Harding Custom-built intercoms. Work on the intercom system would occur at the same time as that of the Central Control Panel project and is projected for completion no later than May 1, 2020. With the exception for the work to be performed, the contract terms are the same as the previous contract for the Central Control Panel project.

AMOUNT: \$48,800.00

RECOMMENDATION: Approval of Contract #19-203

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-203: Cascade County Service Contract Facility Intercom System Upgrade with Corvinus Group, LLC.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-203: Cascade County Service Contract Facility Intercom System Upgrade with Corvinus Group, LLC.